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Dear Joe:

I am sorry that you have not heard from me for so long. My work piled up while I took afternoons off for a month to get my annual leave down to specifications, and then [redacted] absence has swamped me.

You will have noticed that [redacted] forms show a lot of high-powered experience. She also makes an excellent impression personally, and [redacted] who has been rather a stickler about candidates for our administrative jobs, concurs in approving her in spite of her lack of extensive fiscal experience. I hope that nothing goes wrong with her appointment, for I am sure she will be a great help to you.

I think we straightened out the T/O and promotion schedule pretty well by teletype. We are submitting the requests just as you recommend, and I don't think there will be many kickbacks. Personnel at first requested justification of each promotion, with a description from you of the actual duties performed in each case, but has now agreed to go ahead with the actions before receipt of justification. I will try to write up the justifications here on the basis of your letters and what I already knew, and call on you only if I need help. In the future, it will be best for you to write formal ones to accompany your recommendation for promotion.

On the interesting material you picked up from, to and concerning Russian ships, [redacted] thought we had better leave such traffic alone, since CIA has specifically withdrawn from this field in favor of Navy, who are presumably covering it. In any case, we want to avoid any charge that we are invading a field assigned to someone else.

That's all I'd better take time for at the moment.

Regards, This document part of classified integrated file. NAME CHECK required individual classification action.

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